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# March 6 1987

Friday Bulletin

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# THE BULLETIN

California State University, San Bernardino

March 6, 1987

**3 Schools Name Associate Deans** Three of the five schools in the university have named associate deans under a new program which became effective Jan. 1. Each school was given an additional .2 of a position funding; that with the .3 position already available for the former scheduling coordinator positions provided each school dean with a half position for an associate, said Dr. J. C. Robinson (Academic Personnel).

Dr. Jack McDonnell, professor of management science and former chair of the Department of Marketing and Management Science, is the associate dean for the School of Business and Public Administration. He has been on the Cal State faculty since 1969.

The associate dean position in the School of Education is being shared by the two department chairs, Dr. Adria Klein, chair of Teacher Education, and Dr. Margaret Atwell, chair of Graduate Programs. Both are associate professors of education. Dr. Klein has been with the university since 1976 and Dr. Atwell came in 1981.

Associate dean in the School of Natural Sciences is Dr. Terry Hallett, associate professor of mathematics and a member of the Cal State faculty since 1981.

An associate dean was not named in the School of Social and Behavioral Sciences since a search is underway for a new dean, who will be allowed to view the school operations and establish his or her own position. Three faculty are receiving release time to aid the acting dean with various administrative responsibilities. They are Dr. Elliott Barkan, professor of history, working with curricular matters; Dr. Carl Wagoner, professor of criminal justice, scheduling; and Dr. Ted McDowell, assistant professor of geography, other matters.

The position also has not been filled in the School of Humanities. The duties of the scheduling coordinator have been absorbed by the school and the remainder of the time has been distributed to faculty for release time.

**Commencement to be June 20** Commencement exercises for the 1200-some members of the Class of 1987 will be held Saturday afternoon, June 20. Family and friends of the fall and winter quarter graduates and spring and summer quarter candidates for degrees will gather at 5:30 p.m. on the lawns east of Pfau Library for the university's 21st graduation ceremonies.

Dr. William Pickens, director of the California Postsecondary Education Commission, will deliver the address. "We are honored to have Dr. Pickens speak and look forward to his first visit to our campus," said Dr. Judith Rymer, executive dean for university relations, whose division has charge of commencement. Joanna Roche, director of alumni affairs, coordinates arrangements.

Commencement invitations will be available in the Coyote Bookstore beginning April 1. Information on securing caps and gowns and other details will be mailed to graduates and candidates early in May. Invitations for the receptions held by the schools in honor of their graduates will be mailed to students later in May.

## Emergency Plan Distributed to All

Copies of the university's official emergency plan have been distributed to all employees to provide ready information on what to do in crisis situations ranging from earthquakes to fire and bomb threats.

"We strongly recommend everyone keep this plan at his or her fingertips in the office or the work area," said Arthur M. Butler (Public Safety). "Since they've been distributed, I've seen them every where--tacked up on walls, for example. I'm very encouraged with employee response."

The plan, printed on multi-color paper in an easily accessed format, also includes a campus map showing the evacuation area where everyone should congregate when ordered to leave the buildings. The instructions cover procedures to follow when a colleague becomes seriously ill (call Campus Police, Ext. 7557, not the off-campus emergency number), as well as situations involving masses of people. Additional copies are available from the Department of Public Safety, Ext. 7555 (the non-emergency number).

## Campus to Host Health Fair Expo

Free health screenings will be available on campus Sunday, April 5, as the university again is a site for the Southern California Health Fair Expo, one of the outstanding health fairs in the country.

The Department of Health Science and Human Ecology coordinates the day-long event (10 a.m. to 5 p.m. in the Gymnasium), which is co-sponsored by the American Red Cross, the Hospital Council of Southern California, KNBC and Chevron. Each year approximately 90,000 individuals throughout southern California take advantage of this vital health care service, explain Dr. Cindy Paxton, faculty coordinator for the on-campus event.

In addition to the free screenings for height, weight, blood pressure and vision, the health fair also makes available an optional 22-part blood chemistry screening at a nominal cost of \$12. Normally the procedure would cost \$95-\$150.

A variety of campus people are participating in the Health Fair Expo. Dr. Sandra Cross (Health Science and Human Ecology) is coordinating women's health issues. Dr. Janice Layton (Nursing) and students from her department will assist as medical volunteers. Student co-chairs are Tom Skiba and LaVeda Drvol, health science majors. Dr. David Null (Health Science and Human Ecology) is assisting with planning.

## Join a Team-- WalkAmerica

"Help Wanted" is the message Tamara Bakewell (Student Life) is sending to the university community as she begins planning for the campus' participation in the March of Dimes TeamWalk Saturday, April 25. TeamWalk is a segment of the WalkAmerica campaign to raise funds for prevention of birth defects. Each walker secures pledges from supporters for the distance walked. Ms. Bakewell and Rob Curtis, activities chair for Delta Sigma Phi fraternity, are co-chairing the Cal State team. Information is available from them at Ext. 7407.



## **Tribute to Conductor Highlights Concert**

Tribute will be paid to James K. Guthrie, for his 50 years as a conductor of symphony orchestras throughout California, at the Sunday, March 15 concert by the University-Community Chamber Orchestra. The program will begin at 3 p.m. in the Recital Hall. Admission is \$3 adults, \$1.50 students.

Guthrie, well known San Bernardino resident, will guest conduct The Egmont Overture by Beethoven. The orchestra, directed by Dr. Richard Saylor (Music), also will be heard in The Adagio in G minor for Strings and Organ by Albinoni and Beethoven's Symphony No. 3 in E flat major.

## **Jazz, Wind, Choir Groups Set Concerts**

Three student musical organizations will present their winter quarter concerts in the next two weeks in the Recital Hall.

The Jazz Ensemble, directed by Dr. Raymond Torres-Santos, will be on stage at 8:15 p.m., Thursday, March 12, with a varied program featuring the full band, with soloists, and a small combo.

One of the outstanding compositions of the early 20th century, Shostakovich's famous Festive Overture, is on the program for the Wind Ensemble at 8:15 p.m., Wednesday, March 18. Joining the Cal State band, directed by Dr. Carolyn Neff, will be the San Bernardino Valley College Wind Ensemble, under the baton of Paul Kardos. The combined wind ensembles will conclude the program, which features a variety of works composed or transcribed for bands.

Making its debut at the Concert Choir program Sunday, March 22 will be a women's chorus, with selections by Debussy. Under the direction of Dr. Loren Filbeck, the choir will sing both popular and classical works by American composers. This concert begins at 7:30 p.m.

Admission to the three concerts is \$3 for adults and \$1.50 for students and senior citizens.

## **Ex-Dodger to Launch Cal State Baseball**

Jay Johnstone, ex-Dodger, will be the featured speaker at the kickoff luncheon for Cal State's first baseball season. The event, open to the entire campus community, will begin at noon, Wednesday, March 11 in the Upper Commons.

Sometimes called the "clown prince of professional baseball," Johnstone will regale the campus-community audience with tales from his years with the Dodger organization.

Only 250 reservations can be accepted for the kickoff luncheon. Reservations may be made by calling the Athletics Office, Ext. 7560 or Ext. 7561. The price is \$10 per person.

## **Comedienne, Singers Perform March 12**

Kate Clinton, lesbian feminist comedienne, and gay singer-songwriters Romanovsky and Phillips will appear Thursday evening, March 12 in the SUMP. Tickets for the 8 p.m. performance are \$6 general admission, \$3 students until 3 p.m. of the performance day. They will be \$7 and \$4 at the door.

Clinton's repertoire includes material from her background as a white, middle-class, former high school English teacher. She is best known for her feminist humor. The singers were nominated for a Cable Car Award for "outstanding cabaret performance." Information and tickets are available from Student Life Office, SS 122.

### Dr. Berdan Receives NEH Summer Grant

Dr. Frances Berdan (Anthropology) has been awarded a National Endowment for the Humanities summer stipend of \$3500 to work on her project, "Linguistic and Symbolic Attributes of Native Mexican Textiles and Weaving."

She will work on campus, translating and analyzing ethnographic information secured during field work conducted in an Indian village in central Mexico. The latest project is an outgrowth of work done in fall 1985 under a grant from the National Geographic Society. She expects the project to result in publication of a monograph.

### Career Counseling Theorists to Speak

Two theorists in career counseling and life development will discuss "Life Career" at an open meeting at 6 p.m., Tuesday, March 10 in the Sycamore Room of the Commons. They are Drs. David and Anna Miller-Tiedeman.

He developed some of the first decision-making models for career development while at Harvard and is past president of the National Institute for the Advancement of Career Education at USC, said Dr. Margaret Cooney (Education), who is arranging the program. Dr. Anna Miller-Tiedeman is president of Life Career Foundation in Los Angeles and author of a book, How to Not Make It and Succeed: The Truth About Your Life Career. Both are internationally known, said Dr. Cooney. The lecture is free.

### Lecture in Spanish Features Dr. Robinson

The second Lectures in Spanish, sponsored by International Student Services and the Hispanic Faculty and Staff, will present Dr. J. C. Robinson at 7:30 p.m., Tuesday, March 17 in the Recital Hall.

Dr. Robinson, associate vice president for academic personnel and a native of Colombia, will discuss "Cultura-Popular y los Movimientos Socio-Políticos en la America Latina: el Caso de Gaitan en Colombia." The program is free.

### Retirement Party To Honor John Overton

John Overton, who will retire early in May as chief of custodial services, will be honored at a retirement party from 4:30 to 6:30 p.m., Thursday, March 26 in the Lower Commons.

Overton, an ex-gunnery sergeant, joined the Plant Operations staff Jan. 14 1970 after retiring from about 22 years in the Marine Corps. He became night supervisor May 2, 1978 and was promoted to the management position of chief of custodial services June 5, 1980.

He has been very active in his community, serving as chair of a West Side Improvement Committee and also involved in working with the city to upgrade the water system in Delmann Heights neighborhood.

Contributions for a gift may be sent to Al Saavedra or Kathy Edmonds at Plant Operations. The entire campus community is invited to the party, Saavedra stressed.

### Library Has Proposals For Bargaining Units

The Pfau Library has on file copies of the initial collective bargaining proposals for Units 1, 2, 5, 7, 8 and 9. They may be checked out for two hours at the Reserve Book desk on the first floor.



## Community Service

Dr. Robert Blackey (History) and Dr. Diane Halpern (Psychology) conducted an all-day workshop on critical thinking skills to the entire faculty and staff at Arlington High School in Riverside Feb. 20.

Dr. David Bellis (Public Administration) has been retained as a consultant to the San Bernardino County Environmental Public Works Agency, Department of Housing and Community Development. He will provide training to the staffs of private, nonprofit agencies receiving Community Development Block Grants from that agency.

Dr. Louise Burton (Education) and Conchita Holcomb, graduate student, presented certificates of achievement to 14 student peer facilitators at Monterey School in February. The ceremony culminated three months of leadership training in handicapped awareness at the school.

Dr. Sandra Cross (Health Science and Human Ecology) gave a presentation on "Women's Health Issues" to staff and clients of the Department of Mental Health, Continuing Community Care Facility in Riverside Jan. 30.

Dr. Robert Detweiler (Academic Affairs) has been re-elected to a three-year term on the Board of Directors of Arrowhead United Way.

Dr. Lanny B. Fields (History) spoke about "Early Imperial Chinese History" to a seventh grade class at Arrowhead Intermediate School. Jill Miller, Cal State student, was student teaching in that class.

Dr. James Mulvihill (Geography) spoke to the San Bernardino Republican Women Feb. 19 on "The Politics of General Planning."

Dr. Cindy Paxton (Health Science and Human Ecology) recently was elected to the Board of Directors of the Inland AIDS Project. She also participated in an "AIDS and the College Campus" workshop in Berkeley.

Dr. David Porter (Business and Public Administration) was named to the Inland Empire Tourism Promotion Council. He was a panelist at the Feb. 20 conference in San Bernardino.

Dr. Kathy O'Brien (Education) conducted an in-service for fourth grade teachers in San Bernardino Feb. 4. She spoke on ways to incorporate literature in the curriculum.

Dr. Alexander Sokoloff (Biology) was interviewed by the Spanish radio station KDIF about biology as a possible career and opportunities for training in the field at Cal State.

Dr. Mohamad T. Vaziri (Accounting and Finance) conducted a seminar on "Investment Basics and Investment Strategies" Feb. 19 at Norton Air Force Base. He also spoke to the Upland Kiwanis Club Feb. 24 about tax laws.

Jo Ann Von Wald (Records) was installed as second vice president of San Andreas Council, Campfire, at the annual meeting Feb. 13.

## Retirement Interview Papers Due March 19

A representative of the Public Employees' Retirement System (PERS) will be at the Montclair City Hall April 16-17 to conduct interviews for employees planning to retire in the near future. Requests for appointments must be made

by March 19 to allow adequate time for processing requests. Further information is available from the Personnel Office on campus.

The PERS representatives are in the county once a month to meet with employees planning to retire.

## Professional Activities

Dr. Elliott Barkan (History) was appointed by the Chancellor's Office to be the external evaluator of the Academic Program Improvement Grant given by the CSU to the School of Social Sciences at CSU, Bakersfield.

Buckley B. Barrett (Library) has a review of Best Reference Books, 1981-1985 published in the winter issue of RQ.

Dr. Robert Blackey (History) was a presenter and panelist at a session on "Writing and Thinking--the Critical Connection" at the western regional meeting of The College Board Feb. 23 in San Francisco.

Drs. Katharine Busch and Adria Klien (Education) participated in a leadership conference sponsored by McGraw-Hill Publishing Co. Feb. 17-18 in Ontario. The publisher was seeking information on how to meet requirements for an integrated language arts program as mandated by the state.

Dr. David Bellis (Public Administration) presented a paper, "Inter-city Competition over Auto Mall Development (or, How to Win Friends by Stealing Auto Dealers from Your Neighbors)," at the annual conference of the Western Government Research Feb. 23 in Anaheim. He analyzed costs and benefits of auto mall developments as sales tax generators for cities in 13 western states.

Dr. Frances Berdan (Anthropology) has a chapter, "The Economics of Aztec Luxury Trade and Tribute," in a book, the Aztec Templo Mayor, published by Dumbarton Oaks Research Library and Collection, Washington, D.C.

Dr. Louise Burton (Education) received the Outstanding Service Award for community service as executive chairperson of the Bridging for Success Conference at the parent-professional awards banquet Feb. 6.

Dr. Rafael E. Correa (Foreign Languages) presented a paper, "Carlos Fuentes y el arte de la memoria," at the Louisiana Conference on Hispanic Languages and Literatures Feb. 27 at Tulane University.

Dr. Fred Jandt (Communication) and Linda D. Chaffee (American Culture and Language Program) presented a workshop on "The Implementation of Intercultural Communication Using English as a Second Language Students and Communication Students on College/-University Campuses" Feb. 27 at the Region XII conference of NAFSA in Northridge.

Dr. Fred Jandt's (Communication) book, Win-Win Negotiating, published by John Wiley and Sons in 1985 has now been produced in trade paperback edition.

Dr. Kathy O'Brien (Education) served on the national public relations committee for the Association of Teacher Educators, which met Feb. 14-17 in Houston. She also is a member of the executive board for the state unit of ATE.

Dr. Ernest Partridge (Philosophy) has a paper, "Values in Nature: Is Anybody There?," published in the winter issue of Philosophical Inquiry.

Recently published by the Macmillan Publishing Co. was the second edition of General Chemistry with Qualitative Analysis by Dr. Ralph Petrucci (Chemistry) and Robert Wismer (Millersville University of Pennsylvania). The text consists of eight chapters on qualitative inorganic analysis added to the 27 chapters of the fourth edition of Dr. Petrucci's General Chemistry: Principles and Modern Applications, published by Macmillan in 1985.

Drs. Mireille Rydell and Vivien Bull (Foreign Languages) presented a paper with video illustrations, "Foreign Language Learning as a Critical Thinking Course," at the third International Conference on Critical Thinking Jan. 7 at Waikiki, Hawaii.



## Professional Activities (continued)

Dr. Peter Schroeder (English) read a paper, "Hroswitha and the Feminization of Drama," at the 11th annual Themes in Drama Conference, North American Session, Feb. 14 at UC Riverside. He also visited Lone Pine High School, as a curriculum consultant for the State Department of Education, to help evaluate the English program there Feb. 20.

Dr. Daniel S. Whitaker (Foreign Languages) presented a paper, "El papel de la mujer ilustrada en el siglo dieciocho en Espana," at a meeting of the San Bernardino-Riverside Chapter of the American Association of the Teachers of Spanish and Portuguese Feb. 21 at San Bernardino Valley College.

Dr. Edward White (English) served on a two-member team assessing the writing program at Washington State University, Pullman, Feb. 12-13. The team was appointed by the National Association of Writing Program Administrators. He was in Washington, D.C., Feb. 24-27 as a consultant to the pilot essay test committee of the Medical College Admissions Test. Dr. White conducted a workshop for selected faculty from the Minnesota community college system late January in Minneapolis.

## Child Abuse Program Sponsored by Alumni

A program on "Child Sexual Abuse: The Issue of the '80s" will be presented from 4:30 to 6:30 p.m., Thursday, March 12 by the School of Education Alumni Chapter. A panel from Parents United, a San Bernardino community organization, will focus on

the identification and treatment of such abuse. Panel participants will include a victim, a non-offending parent, a former molester and a professional counselor.

The free presentation, held in the Sycamore Room of the Lower Commons, will be followed by refreshments.

## Video Tape Explains IRS' Initial W-4 Form

A video tape on the initial W-4 form issued by the Internal Revenue Service this year is available for viewing in Audio-Visual Services, PL 87. The Personnel Office secured the

22-minute tape, which may be viewed during non-working hours. Interested persons should call AV, Ext. 7296, to schedule a viewing room.

The IRS this week announced the release of a shorter version of the W-4. Copies of this form have not yet arrived on campus. However, university employees still must use the state form, Employee Action Request, to make their report to the state.

## Foundation No Longer Will Buy Liquor Permits

The University Foundation no longer will purchase one-day liquor licenses for the sale of liquor at events with which the Foundation is involved. The change in policy was authorized by the Foundation Executive Committee in

January. The Foundation will continue to allow wine and beer to be served, but not sold. The sponsor of the event must sign the appropriate campus documents covering the serving of liquor on campus.

The Executive Committee action followed in-depth study of insurance liability issues. The Executive Committee was advised the Foundation would not be insured for claims of liability if liquor was sold at a Foundation event. A "host" liquor liability insurance coverage was purchased for events where liquor is provided without charge.



## Sympathy

The university community extends deepest sympathy to Ellen Johnston (Parking Services) on the death of her mother, Mrs. Catherine M. Havens March 3 in San Bernardino. Services will be at 3 p.m., Friday, March 6 at Bobbitt Memorial Chapel, 1299 E. Highland Ave., San Bernardino. In lieu of flowers, the family prefers contributions to Surgical Cancer Research, Loma Linda University Medical Center.

The university wishes to extend its sympathy to Dr. and Mrs. Harry Kelly (he, Education) on the death of her father, J. R. Grenawalt, March 2 in Rancho Mirage. Services will be at 2 p.m., Friday, March 6 at the Chapel of the Chimes, Inglewood Cemetery.

The university also extends deepest sympathy to Professor and Mrs. John Nava (he, Art) on the death of her mother, Mrs. Frances G. Birkmeyer, Feb. 18 in Redlands.

## Immigration, Amnesty Issues to be Explained

An in-depth workshop on immigration laws, and their effect on students, will be sponsored by the Student Affirmative Action program Wednesday morning, March 18 in the Commons. The free program also will explain how students and their parents may register for the amnesty program.

Speakers will be Linda Wong, attorney for the Mexican-American Legal Defense and Education Fund (MALDEF), and Connie Aquilar, program director for Catholic Youth and Community Services in the Los Angeles Archdiocese. As space is limited, registration must be made with the SAA Office, Ext. 7737, by Monday, March 16.

## Personnel

### NEW EMPLOYEES

#### Part-time, temporary to June 30, 1987

Melissa Cramer  
Clerical Assistant IIA  
School of Humanities - English  
Ext. 7446, PL 242

Sharon Ellevold  
Clerical Assistant IIA  
School of Humanities - Music/Theatre Arts  
Ext. 7454, CA 175

## Employment Opportunities

Applications will be accepted from 2 p.m., today, for new positions until 2 p.m. on the dates listed. Current information on employment opportunities is available through a 24-hour hotline at Ext. 7726, which is updated at 2 p.m., Friday.

**CAREER PLANNING & PLACEMENT:** Clerical Assistant IIIA--\$1545-\$1829/mo.; full-time, permanent. Closes March 13.

**PLANT OPERATIONS:** Painter I (2 positions)--\$2190-2401/mo.; full-time, temporary to May 20, 1987. Closes March 13.

**UNDERGRADUATE STUDIES:** Clerical Assistant IIA--\$7.68-\$9.06/hr.; part-time, temporary to May 29, 1987. Closes March 6.

# THE BULLETIN

California State University, San Bernardino

March 13, 1987

Dear Colleagues:

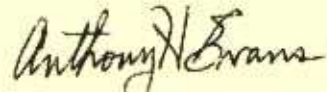
I am concerned, as no doubt you are, about recent newspaper accounts of alleged racist incidents at Cal State, San Bernardino. What troubles me most is that such publicity will almost certainly impede our efforts to recruit and educate more underrepresented students.

I regret very much that a hastily written, confidential letter that I wrote to Chancellor Reynolds last June has contributed to the problem. At the request of community and campus groups, I rescinded that letter on October 8, one week before it appeared in the campus newspaper. I expressed deep regret over the unfortunate choice of words in one or two instances. I wish to repeat that apology here.

I ask all of you to consider appropriate strategies and additional steps we should take to fulfill our educational equity goals. At the same time, I wish to reaffirm my commitment to this area. It is a challenge requiring our full support. It is that very challenge that was largely responsible for my coming to San Bernardino.

The following letter to the editor of The Sun is an effort to inform the public of some of the positive steps the university has taken in support of affirmative action and educational equity. We wanted the campus community to see this before it appears in the newspaper. Please feel free to share it with appropriate individuals and groups who ask about these efforts on our campus.

Sincerely,



Anthony H. Evans  
President

Dear Editor:

On behalf of many colleagues at Cal State, San Bernardino, I wish to express utter dismay over recent articles charging President Anthony Evans and the university with racism. These reports lash out at the man and the institution, creating negative impressions without informing the community about the important achievements of the university in the areas of minority hiring and educational equity under President Evans' leadership.

Since joining the university in 1982, President Evans has taken a firm lead to increase the numbers of minority faculty and staff and the numbers of minority students enrolled at Cal State. Moreover, working with many people throughout the campus, he has attained results:

- In 1982, there were 21 minority faculty on campus while this year there are 38 and current recruitment efforts are expected to bring 10 more by this fall;
- In 1982, there were 91 minority members of the noninstructional staff, and that number has increased to 138 this year;
- In 1982, there was only one minority director or manager on campus, and now there are 13 or nearly one-fourth of the total;
- Minority students have increased from 1242 enrolled in 1982 to 1768 this year;
- A full-time retention coordinator has been hired to help students, particularly minorities, succeed at the university;
- \$100,000 was allocated off the top of the 1986-87 budget to boost resources already designated for educational equity efforts on campus;
- Project Upbeat, established in 1984 to bring minority junior high school students to campus to sample university programs, has been expanded substantially;
- A career development opportunity program was implemented this year to encourage the career advancement of staff employees, particularly women and minorities;
- Scholarships for minority students were designated as one of the two top priorities in the university's fundraising efforts this year;
- Educational Equity and Affirmative Action grants of \$42,000 were awarded over the last two years to enhance the careers of women and minority faculty and to incorporate multicultural material into the university curriculum;
- A permanent off-campus center was established in the Coachella Valley to serve the educational needs of a region with a high minority population;



- The general education program for all students currently is being revised to include multicultural components in all appropriate areas to ensure that students learn more about minority groups and women in our society;
- The university Foundation board recently divested all investments with companies which do business in South Africa, making ours one of only three campuses in the 19-campus California State University system to take such action;
- In 1985, the affirmative action program of the university underwent a two-day review by a special team from the CSU Chancellor's Office and the result was a lengthy report which commended President Evans for creating an environment in which affirmative action goals can be met.

While this list is neither exhaustive nor intended to suggest that the university has achieved all of its goals, I believe we have made a major commitment to affirmative action and to educational equity. Having set the tone, President Evans has called upon the entire university community to help bring more minority students to campus and to help them succeed here. He cannot do the job alone--it must be a cooperative effort carried out with the sincere commitment of faculty, staff and students and with the support of the community we serve.

My colleagues and I believe that major institutions in the community, including The Sun, must be committed to improving the rate at which minority students, especially Blacks and Hispanics, graduate from high school and attend college. Disparaging articles such as those recently published in The Sun are counterproductive to efforts to achieve this goal. Our minority students deserve better and our community deserves better.

Sincerely,



Robert C. Detweiler  
Vice President for Academic Affairs